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## CHIVE TASK FORCE

CHIVE/C-37-65  
3 November 1965

MEMORANDUM FOR: Director of CHIVE Task Force

SUBJECT : Monthly Report for October 1965

## I. ACTIVITY HIGHLIGHTS

A. Management Activities

1. In order to collocate the personnel working on related tasks, all persons assigned to the Systems Design Group, located elsewhere, moved to 2G24 on 28 October 1965. In addition, the Director, his assistant, secretary, and the [redacted] moved into the same area on that date.

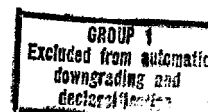
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The Program Design Group and the ALP Group will move into room GE24 in order that work can begin on room GE22. The IBM on-site manager will remain in GE24 and his secretary will supply secretarial support to all personnel in that room.

The Associate Director and his secretary will continue to occupy offices in the OCR/LY space.

B. Integration and Plans Staff1. Phase III Planning and Scheduling (Task 17)

Much work has been done on this task during October. The move to Room 2G24 was planned and executed; the T/O for the OCR contingent was worked on extensively and coordinated with several people in OCR. Talks were held with representatives of Position Management and Compensation Division (OP/PMCD) (previously Salary and Wage Division) in order to establish an

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interim T/O. Some work has been done on developing a schedule for interviewing the 130 or so volunteers for CHIVE. Since this depends on the T/O, no actual interviewing has been done to date.

days  
- 3 days  
days  
14 days

## 2. System Integration (Task 41)

Some time has been spent in becoming familiar with ongoing tasks, devising forms for integration reporting and monitoring, and aligning plans with the projected schedule.

6 days

## C. Systems Design Group

### 1. Security Specifications (Task 1)

Progress on this task was halted pending the results of a meeting between [ ] and SPINT Staff on an SR operational problem involving logical security issues with direct parallels in CHIVE. The meeting, subsequently held during the week of 25 October, resulted in SPINT Staff decisions regarding augmented index records and augmented document retrieval which are largely compatible with the security solution outlined in CHIVE/W-2-65, "A Sample Solution to the CHIVE Functional Security Problem." Work during the next month will proceed on these logical file issues and related physical security issues.

1/2 day  
- 1 day

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**2. Current Awareness Support (Task 2, 38h)**

During the month, titles of approximately 900 documents (non-codeword) were inspected and separated into three types: a) "pure," b) "fair," but requiring simple enhancement (a word or phrase), and c) "imprecise," i.e., general or no title requiring full perusal of document to adequately enrich or create the title.

A list of 24 subject categories was developed and tested against the above corpus of documents. In addition, this list was compared with the IPI subject headings and the original SCIP Community Content Control Code (developed by [redacted] as well as the successor CODIB effort of the [redacted] Task Team.

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Some work was done on determining a suitable geographic area code--checking the ISC, DOD, SCIPS 4C, and the proposed [redacted] Task Team scheme.

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Work has just started on a word exclusion list; no reportable progress at this point.

The collection of application program documentation on KWIC-type indexing and Selective Dissemination of Information systems was also completed during the month of October. With the exception of the 7090/94 KWIC program from SHARE, the programs are all for application to the IBM 1401 and are type II and III programs from IBM's Program Information Department (PID). Analysis of the techniques used by these systems is continuing pending a determination of input/output requirements by task management personnel.

[redacted] 13 days  
8 days  
2 days  
- 1/2 day

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**3. Document Delivery System (Tasks 3, 38f)**

Working paper on CHIVE Document Delivery System Management and Space Recommendations (CHIVE/W-7-65) was submitted to CHIVE Management. Memorandum containing equipment evaluation and system recommendations was received from Mr.

on 15 October 1965. Problem areas discussed in this paper will be brought to the attention of the Manufacturer with suggested modifications for improvement. Work on testing cameras and printers is continuing. 3-M engineers were called in to modify the printers and make adjustments on two cameras. Preparation of written system procedures has begun.

days  
ays  
days  
- 18 days  
5 days

**4. Page Reader Specifications (Task 4)**

Meetings with CDC and Rabinow personnel were held during the month in order to discuss contract matters and to establish working relationships. A letter was received from CDC in which the error and reject rates were stipulated. This letter also indicated software availability and the periods of time in which the 915 system would be available to Agency personnel.

1/2 day  
- 1 day

**5. Dictionary Building (Task 5, 38a, 38b, 38c)****a. Location Dictionary**

The Task Team met on 5 October to discuss the problems involved in creating the Location Dictionary, possible approaches to these

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problems, and reached general agreement in principle on what the final format might include. Support concerning file structure and use of FICEUR formatted file system has been supplied.

[ ] 9 days

- 1/2 day

7 1/2 days

2 days

b. ISC Modification

During this month the task team was able to reach agreement on four chapters: politics and government, science and technology, social and cultural affairs, and military affairs. These chapters are now being typed and will be given a quick once-over. Work was delayed by the systems evaluation course.

[ ] 10 1/2 days

2 1/2 days

8 days

c. Organisation Dictionary

[ ] met with [ ]

[ ] on 13 October to advise him on the developments on the organization dictionary to date and to discuss with him the questions of selection criteria and possible format.

Two papers were prepared defining the criteria which will govern the specificity of the indexing language for industrial and other types of organizations (political, scientific, etc.).

[ ] 3 1/2 days

- 13 days

3 1/2 days

12 days

/2 day

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**6. Input Interface (Task 7)****a. Header Data Input Forms**

This period was devoted to a familiarization study of the various document series to be inputted into the CHIVE system. An attempt will be made to discern header information flow patterns for unique source document series, in order to sequence fields on the related header form in the same or similar order for greater ease and accuracy in typing.

Second draft versions of the index input forms were prepared for review and discussion with members of the Input Processing Staff

The continued evolution of the input processing system design has led to the necessity of a few minor changes to each form. Modified specifications from CDC also require some minor changes to be made. The current forms are now being tested with sample documents by [redacted] After this test use, we should be in a position to do the final design for a set of forms to be used as practice material for the page reader and associated programs. Notes are being written by [redacted] and Bourne to describe how to use the forms (i.e., descriptive cataloging rules) and how to perform validity checks on each of the elements of recorded data.

A complete set of the current forms are currently on file as CHIVE/C-34-65, "Samples of Current Index Record Forms for the CDC Page Reader," 22 October 1965. A Selectric typewriter was borrowed temporarily for use at SRI for the forms typing.

- 12 days  
- 6 1/2 days

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**b. Vocabulary Control File Interface**

Considerable work was done at the SRI Laboratory facilities on the implementation of an on-line computer system for reference tool lookup. The intent of the effort was to develop a laboratory system that could be used for timing tests so that additional data could be collected on the speeds and problems of various types of lookup devices as a follow-up to the previous study effort (CHIVE/W-5-65, "Relative Comparison of Various Types of Reference Lookup Devices," 27 September 1965). Programs have been written to store the NIS China Gazetteer on IBM disc files, and display relevant portions of the Gazetteer contents on a CRT display as the place name is being typed in on a keyboard. The programs are currently being checked and it is expected that the tests will be completed next month.

- 1/2 day  
- 7 days  
- 8 1/2 days

**7. Inherited File Utilization (Task 9, 38q)****a. SR Detail Index**

A detailed list of statistics needed concerning the present SR files had been prepared at the beginning of the month. On the basis of this list, the statistics are being collected by an Agency member of the task team [redacted]

Work on this task will resume at some later (undetermined) date. At that time, all collected statistics will be analyzed, and estimates as to file size, conversion time, etc., derived from the information.

lay  
- 1 day  
days

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**b. Intellofax Index**

The final draft of the IRS File Utilization Study was submitted to task management for editing and evaluation. No feed-back has resulted from this input as yet.

Work has continued on the draft of a report called, "Statistical Analysis of the New and the Old Intellofax Reference Systems."

days  
days  
- 1/2 day

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**8. Indexing Procedures (Task 10)****a. Information Analyst/Content Indexer Communication**

A working paper was produced during the month entitled, "Preliminary Investigation of IA/Content Indexer Communication Problems and Suggested Testing Procedures" (CHIVE/W-8-65). This paper summarizes investigations of systems which utilize one group for document analysis and/or evaluation and a second group to perform the indexing transcription function. The function of the Intelligence Assistant in BR and FIB and his working relationship with the analyst was also investigated. A document marking technique has been applied to a number of documents by one of the task team members, followed by an interpretation of what the markings mean in index terms by a second task team member.

2 days  
- 12 days

**b. Revision of Indexing Procedures and Techniques**

Further work on this task was delayed until the tasks dealing with the development of indexing tools have progressed to the point where the component parts of the indexing system are better defined.

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9. Hard Copy Dossier Requirements Study (Task 19)

A draft task description was completed during the month but was considered unacceptable. Following extended discussions, a new approach was proposed and a revised task description reflecting this approach is now in the process of preparation by [redacted] STAT

[redacted] - 9 days

[redacted] - 12 day

10. Information Sciences IR System (Not a numbered task)

[redacted] (OCR/Library) visited Battelle Memorial Institute (BMI) on 11 October where he conferred with personnel assigned to the BMI Information Research Center, obtaining additional facts about this activity. In the latter part of the month, [redacted] prepared a report (CHIVE/C-27-65) addressed to the D/CR which described the study and recommended a specific design solution. STAT

[redacted] - 1 1/2 days

11. File Purge Study (Not a numbered task)

The data reduction effort is continuing at SRI to develop summary statistics on the utilization of various OCR services as a function of age and subject content. This work will continue at a relatively low level.

C. Bourne - 4 days

12. FBIS Editing (Not a numbered task) STAT

Initial discussions were held with [redacted] regarding the scope of the SRI study effort in this area. Sample edited manuscript copy was collected and is currently being analyzed to determine the relative frequency of various editing functions, and the feasibility of some automatic pre-editing routines to do some of the simple copy editing. OCS staff are currently preparing a digital mag tape version of

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the FBIS chadless teletype tapes so that we can have a sample corpus to work with. A number of alternate editing plans are being considered for evaluation.

[ ] 1 day

- 5 days

13. Response to CODIB Task Team IV Paper (Not a numbered task)

[ ] was requested to prepare a draft paper for CODIB to serve as its report to USIB on the study conducted by CODIB's Task Team IV (Installations). The draft was submitted to the Chairman, CODIB, on 26 October.

D. Program Design Group

1. Input Processing (Task 12)

Work continues in the area of specifying the functions and procedures required to allow a general package to process a variety of Page Reader or Card reader generated formats.

Work has been initiated on a general program for the CDC 8092 for use with the CDC 915 Page Reader.

[ ] 8 days

- 12 days

ays

days

2. Unconditional File Maintenance (Task 13)

A physical record structure has been chosen for the CHIVE HDP System. The problem associated with updating commands and their notation are being studied.

[ ] - 3 days

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**3. Retrieval (Task 37)**

Requirements for a geographic search operator were identified. A detailed analysis and design effort, currently being submitted as a sub-task, has been initiated and work has started by Messrs. [redacted] at IBM, [redacted] Coordination of the work with CHIVE on-site efforts will be handled by [redacted]

Design of the Command Language continues.

[redacted] - 6 days  
[redacted] - 6 days  
[redacted] 17 days  
[redacted] 2 days

**E. Automatic Language Processing Group****1. ALP Programming (Task 29)**

Several bugs discovered in the operational programs for both Steno and Russian MT have been eliminated. Several other program deficiencies are presently under study for correction. IBM Research is continuing to provide assistance in this area.

[redacted] - 8 days

**2. ALP Training (Task 30)**

The stenotype speedbuilding class has been working during October with audio tapes of dictated translation. This material has been processed by the ALP system and is now under evaluation for dictionary deficiencies.

The class in stenotype theory will start speedbuilding at the end of October.

[redacted] - 13 days

**3. System Acceptance Testing (Not a numbered task)**

ALP system acceptance testing began on 4 October 1965 for two weeks and was concluded on 15 October 1965.

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Steno throughput speed was timed at 60.4 words per second. System attributable error rate was calculated to be 2.6 percent.

Russian MT throughput speed was timed at 28.4 words per second. The quality of the printout was determined to be at least as good as that of the Mark II translator in FTD.

A detailed report of the procedures and results of acceptance testing is being prepared (ALP System Acceptance Test, CHIVE/R-5-65).

[ ] 14 days  
- 7 days  
- 10 days

#### 4. Future Planning (Not a numbered task)

The final draft of ALP Operations, Organization, Production and Manning Plan was forwarded to Director of Central Reference through Chief, FED.

[ ] 2 days

#### 5. ALP Evaluation (Not a numbered task)

Discussions were held with [ ] regarding plans for the ALP evaluation effort during the next year.

[ ] - 5 days

#### F. Monthly Documentation Summary

##### 1. Substantive Memoranda

CHIVE Phase III Planning Assumptions, 4 pp., CHIVE/C-17-65, 1 October 1965, Confidential.

Support Requirements for ALP Maintenance and Improvement, 2 pp., 4 October 1965, Unclassified.

"Fact Sheet" for Task Force Members, 2 pp., 5 October 1965, Confidential

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Assistance in RADC Indexing Experiment (letter to GE), 1 p., 6 October 1965, Unclassified.

Recruiting Ad, 1 p., 6 October 1965, CIA Internal Use Only.

Request for Increase in Development Division Personnel Ceiling, 2 pp., 6 October 1965, Confidential.

Page Reader Contract, 1 p., CHIVE/C-19-65, 6 October 1965, Confidential.

Training Requirements for CTE, 7 October 1965, 1 p., Confidential, CHIVE/C-18-65.

Continuation of Contract No. XG-2594 with Stanford Research Institute, 2 pp., 7 October 1965, Confidential.

FIA Target Summaries, 1 p., CHIVE/C-20-65, 7 October 1965, Secret.

FDP Indoctrination, 1 p., CHIVE/C-21-65, 7 October 1965, Confidential.

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[REDACTED] pp., CHIVE/C-22-65,

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DIA Indexing of Ground Photography, CHIVE/C-24-65, 1 p., 13 October 1965, Confidential.

All Hands Meeting, 1 p., CHIVE/C-23-65, 13 October 1965, Confidential.

Meeting with CDC Representatives, 3 pp., CHIVE/C-25-65, 14 October 1965, Secret.

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Use of Consultants, 2 pp., 13 October 1965,  
OCS Eyes Only.

Request for Use of CDC 8090 Computer in OC,  
1 p., 20 October 1965, CIA Internal Use Only.

DDP Interest in the Vietnamese Automatic  
Translation, 1 p., 20 October 1965, Confidential.

Jamieson Recommendations Concerning Document  
Delivery System, 2 pp., CHIVE/C-26-65, 20 October  
1965, Confidential.

Proposal for Establishment of Information Research  
File, 7 pp., CHIVE/C-27-65, 21 October 1965, Secret.

R & D Requirements, 3 pp., 22 October 1965, Secret.

Lectures - Defense Intelligence School, 1 p.,  
CHIVE/C-28-65, 22 October 1965, (Revised) 25  
October 1965, Unclassified.

Extension of Mr. O'Neill's Assistance on the ALP  
Project, 1 p., 25 October 1965, Administrative -  
Internal Use Only.

IBM General Information System, 1 p., 26 October  
1965, Unclassified.

Detailing of [ ] to Development  
Division, 26 October 1965, 1 p., Administrative -  
Internal Use Only.

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Development Staff/OCR, 2 p., CHIVE/C-29-65,  
26 October 1965, Secret.

System Design and Development Group, 3 pp.,  
26 October 1965, CHIVE/C-30-65, Secret.

Requirements for a Catalogue of Agency Receipts  
of Communist China, 26 October 1965, CHIVE/C-31-65,  
Secret.

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Description of Generalized Areas of the Input Processor, 2 pp., CHIVE/C-32-65, Unclassified, 28 October 1965.

SDG Internal Organization, 2 pp., CHIVE/C-33-65, 28 October 1965, Confidential.

Samples of Current Page Reader Forms, CHIVE/C-34-65, 22 October 1965, Unclassified.

2. Task Descriptions

Special Register Files Conversion, 4 October 1965, CHIVE/T-8-65, 2 pp., Confidential.

ISC Modification, 11 October 1965, CHIVE/T-1-65 (Revised), 3 pp., Confidential.

Revision of Indexing Procedures and Techniques, 11 October 1965, CHIVE/T-15-65, 2 pp., Confidential.

Information Analyst/Content Indexer Communications, 11 October 1965, CHIVE/T-17-65, 3 pp., Confidential.

Current Awareness Support, 25 October 1965, CHIVE/T-16-65, 4 pp., Confidential.

3. Reports

None

4. Working Papers

Preliminary Investigation of IA/Content Indexer Communication Problem and Suggested Testing Procedures, 21 October 1965, CHIVE/W-8-65, 15pp., Confidential.

CHIVE Document Delivery System Management and Space Recommendations, 12 October 1965, CHIVE/W-7-65, 8 pp., Confidential.

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**G. Briefings, Meetings, Miscellany**

1. On 1 October, [ ] attended a briefing in the OCR/MD conference room given by AB Dick representatives. The purpose of the meeting was to explore the long-range needs of the Agency so that the AB Dick Co. could do a thorough job of market research. STAT

2. On 4 October, [ ] attended a briefing on Photo Storage techniques given by representatives of Aeroflex. STAT  
STAT  
STAT

3. On 12 October, [ ] of the Agency met with Messrs. Redicar and Tremblay of CDC to discuss the contract for the 915 Page Reader System.

4. On 27 October, a meeting of all Task Force personnel plus those people working on CHIVE tasks but not on CTF was held in the Auditorium. [ ] discussed the question and answer paper previously distributed to all personnel associated with CHIVE. [ ] Becker, [ ] put in an appearance and gave short talks regarding the Task Force and its goals. STAT  
STAT  
STAT

5. on 12 October, [ ] participated in a CHIVE briefing for Col. White. STAT  
STAT  
STAT

6. The FID Conference was held in Washington from October 11 through October 15. [ ] Hooper, and Bourne attended. Mr. Hooper gave a paper and Mr. Bourne won the achievement award annually presented by the conference.

7. [ ] assisted in reviewing the ORD/Analysis Division R & D Program for both OCR and OCS.

8. [ ] Becker, [ ] met with Mr. [ ] Chief, Position Management and Compensation Division, OP, concerning methods for operating efficiently under a task force organization. STAT

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**II. PERSONNEL****A. Training and Recruitment**

1. The course on Evaluating Document Retrieval Systems (Herner & Co.) was given by [ ] at Headquarters to 27 Agency employees from 18 October through 21 October (4 days). The following members of the CHIVE Task Force attended:

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2. A schedule of lectures and activities to be given at the Defense Intelligence School of interest to CTF personnel was announced for October and November by DIA. On 26 October the topic was "Problems and Procedures in Developing an Intelligence Data Handling System. The speaker was [ ] attended.

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On 28 October, the activity was: "Visit to DIA. A Tour of Document Delivery System Facilities Including KWIC System." [ ] attended.

STAT

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On 1 November, the topic will be "The Future of ADP." The speaker will be [ ]

[ ] will attend.

3. [ ] who transferred to the Development Division from Scientific Division in OCS, has taken System/360 Introduction 12 - 15 October, System/360 Assembly Language Coding 18 - 29 October, and will take the System/360 Basic Operating System course 1 - 5 November.

4. [ ] completed the System/360 courses on coding and the operating system on 15 October.

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5. [ ] of IBM completed their 360 training during October and are presently in IBM's Bethesda Office awaiting their clearances.

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6. The present status of additional OCS personnel is as follows:

	<u>Personal History</u> <u>Forms Submitted</u>	<u>Physical</u> <u>Exam</u>	<u>Firm</u> <u>Offer</u>	<u>Expected</u> <u>EOD</u>
Case 1	June	Sept	15 Oct	15 Nov
Case 2	No longer available			
Case 3	4 May	24 Oct	-	-
Case 4	No longer available			
Case 5	2 Aug	Dec	-	-

(No new cases have been initiated)

#### B. Agency

1. [ ] entered on duty as a member of the Program Design Group on 11 October and is presently taking 360 training.

2. [ ] will not join the CHIVE Task Force but will continue to act as task chairman of the SR Detail Index Study until that job is done.

3. [ ] left the CHIVE Task Force on 15 October in order to take a position with FDD.

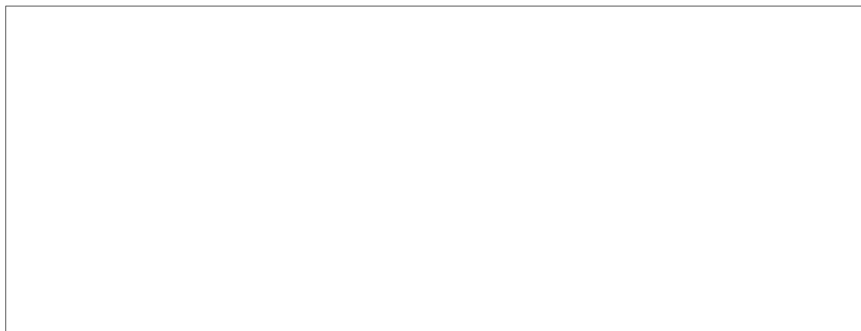
4. Agency personnel assigned full time to CTF during the report period were as follows:

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**OCR****C. SRI**

Elmer Shapiro will be the principle investigator for the SRI sub-tasks concerned with the use of on-line display techniques.

**D. IBM**

1. On 4 October, it was announced that Mr. W. C. L. Stone would replace Mr. J. A. DiCostanzo as manager of the Technical Information Systems Department (Department 374). In this position, Mr. Stone assumes second-line management responsibility for Project CHIVE.

2. Security papers have been submitted for Mr. M. R. Bader, who has been assigned to CHIVE.

3. Miss Carol Bailey has accepted an offer of employment with IBM and is to report on board for Project CHIVE commencing 1 November.

4. Mr. J. A. Luke has been reassigned and will depart the project at the end of October.

5. Personnel currently assigned to Project CHIVE:

**(Full Time)**

Alper, B. H.  
Flynn, N. J.  
Hooper, R. S.  
Luke, J. A.  
Moore, P. A.  
Murray, P. J.  
Oberthaler, S. M.

**(Part Time)**

Bergman, J. H.  
Fenlason, W. A.  
Stone, W. C. L.

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**III. BUDGET AND FISCAL**

**A. IBM/CHIVE Contract**

1. The total number of man-hours expended on CHIVE during the month of October was approximately 1,218.

2. Expenditures to date on the current contract are approximately 40 per cent of the total budget.

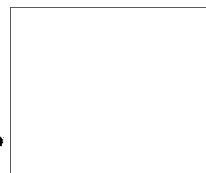
**B. SRI Contract**

About 10% of the budgeted funds have been spent over about 15% of the budgeted time of the project.

**C. CHIVE Task Force**

The total number of man-hours expended by all Task Force personnel (including part-time team members) on numbered tasks is as follows:

- Integration and Plans Staff
- System Design Group
- Program Design Group
- Automatic Language Processing Group



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Assistant to the Director  
CHIVE Task Force

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